




ELIGIBILITY REQUIREMENTS *at a Glance*

 To be eligible for funding, applicants must meet **ALL** of the following requirements.

1



501(c)(3) NONPROFIT ORGANIZATION

- Recognized by the Internal Revenue Service (IRS)
- IRS Determination Letter required
- **Foundations are not eligible.**

2



GOOD STANDING

- In good standing with all applicable state licensing and regulatory agencies

3



DIRECT SERVICE PROVIDER

- Provide significant, measurable services within the City of Charleston
- Demonstrate the ability to collect and provide data

4



DEMONSTRATED CAPACITY

- Show the ability to successfully implement the proposed project or services during the funding period

5



SITE VISIT PARTICIPATION

- Agree to participate in a committee site visit during the review process

6



PROGRAM ALIGNMENT

- Proposed activities must align with the Approved Uses and Core Strategies outlined in Exhibit A



FUNDING REQUESTS

ELIGIBLE APPLICANTS MAY REQUEST BETWEEN:
\$15,000 – \$30,000



REQUIRED FINANCIAL DOCUMENTATION

Organizations must submit financial documentation based on annual revenue and funding levels. Examples may include:



Single Audit



Audited Financial Statements



Reviewed Financial Statements



Income Statement & Balance Sheet



Form 990 or 990-EZ

See the *Required Documents Checklist* for complete requirements.



IMPORTANT NOTES

- ✓ Meeting eligibility requirements does not guarantee funding.
- ✓ Submission of a Letter of Intent does not guarantee invitation to submit a full application.
- ✓ Submission of a full application does not guarantee funding.
- ✓ Late submissions will not be accepted.



QUESTIONS?
Contact
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